



HISTORICAL COMMISSION MINUTES

7:00 p.m., Monday, March 22, 2004
Los Altos Community Meeting Chambers, City Hall
One North San Antonio Road, Los Altos, California 94022

CALL TO ORDER

ROLL CALL: Valorie Cook Carpenter, Chair; Commissioners Justin Drewes, Paul Foerster, Gillian Humphries, and Lee Schink. Also present: M. Crawford (staff liaison) and D. Brees (Recreation Director)

MINUTES

Commissioner Foerster moved approval of the minutes of the February 23, 2004 meeting. Seconded by Commissioner Drewes. Approved by four present. (Commissioner Humphries arrived a bit later.) Commissioner _- moved approval of the minutes of the , 2004 meeting with Commissioner's Drewes corrections or addendum added. Seconded by Commissioner Drewes. Approved 5-0.

PUBLIC COMMENTS

Members of the audience may bring to the attention of the commission any item that is not on the agenda. Speakers are given up to three (3) minutes. State law prohibits the Commission from acting on items that do not appear on the agenda.

DISCUSSION/ACTION ITEMS

1. Chairperson's Report – Carpenter
 - a. Revised Historic Preservation Ordinance—had been reviewed by Council on March 9, 2004 and had passed. Electronic or hard copies of the ordinance will be distributed to the Commissioners.
 - b. Commission Resignations and Recruiting—Chair Carpenter introduced John Hamblin, an architect based in the community. Commissioner Foerster introduced Wendell Lehr, a Los Altos History Museum member and Chair for the Museum's Oral History Committee. Chair Carpenter asked that the minutes of the March meeting express the Commission's hearty thanks to Randall Hull, George Dai, and to Gill Humphries (who will be departing by the April meeting).
 - c. Updated Schedule of City Council Representatives—Chair Carpenter
 - d.
 - e. Letter to City on 184 Marvin—Chair Carpenter had drafted a letter. She distributed it in a hard copy.

- f. Proposal for Museum Support for Commission Research—Chair Carpenter had provided her draft letter of response to the museum’s President and circulated copies for review (attached). Commissioner Drewes moved that Chair Carpenter’s letter be sent to Marie Backs, President of the Museum’s board of directors. Commissioner Foerster seconded the motion which passed unanimously (5-0).
2. Nomination and Election of 2004 Chair and Vice Chair
Chair Carpenter nominated Commissioner Foerster for Chair. Seconded by Commissioner Humphries. Chair Carpenter nominated Commissioner Drewes for Vice-Chair; seconded by Commissioner Humphries. Both nominees elected 5-0. Chair Foerster thanked former Chair Carpenter for her outstanding service to the community on behalf of all involved in historic preservation.
3. Commission Discussion and Reports
 - a. Essay Contest – Humphries, Schink and Drewes –Commissioner Humphries reminded the Commissioners of the judging date, the Ice Cream Social date, and re-affirmed the arrangements with the City staff at Hillview for the upcoming Essay-jurying evening.
 - b. HRI Database Recommendation – Vice-Chair Drewes re-distributed a paper copy of his recommendation in favor of using Filemaker Pro for the Historic Resources Inventory template. Commissioner Humphries shared her evaluation of the State’s new template for creating HRI entries and her comparisons of it with her past experiences using Filemaker Pro. Museum Information Technology (IT) Chair, Larry Kaplan, had assisted her with her evaluation of the State’s template. At one point, they contacted Geoff Starns at the City of Ontario for some assistance, reached him by phone. He talked them through the technique. Commissioner Carpenter volunteered to speak with the City Manager, Phil Rose, who also functions as the Cities’ IT Manager. Commissioner Carpenter further volunteered to evaluate the State’s Access-based template (Staff will forward the template by e-mail to Carpenter). Commissioner Humphries moved that Commissioner Carpenter meet with or speak with Phil Rose, City Manager. Commissioner Schink seconded the motion. Passed 5-0.
 - c. Historic Barn Reports – Commissioner Schink presented a verbal report on her research on the Adobe Creek barn (circa 1940). Vice-Chair Drewes presented verbally on the Creekside Oaks barn, related to Frank Costello and the Costello farmhouse. Drewes had also located the article that Chair Foerster had been seeking on the Dracena Lane barn at the Mountain View Library, Special History Collection (a San Jose Mercury News clipping).
 - d. Realtor Presentations on HRI—Chair Foerster presented an opportunity for someone to use the Historical Commission’s realtor presentation with a group. Commissioner Carpenter moved that Planning Commissioner Hull be asked to present to this group. Motion seconded by Vice-Chair Drewes. Chair Foerster will report back on this topic at a future meeting.
 - e. Historic Bike Tour Brochure—Chair Foerster had thought that keying off the historic De Anza Trail might be a good route for the bicycle tour. He had contacted the Bicycle Advisory Committee (Kurt Riffle). The local landmarks will be sent a letter asking if they would volunteer to be pointed out in a bike tour

brochure; ideally one that also informed people of the De Anza Trail (as it passed through what is now Los Altos). Chair Foerster moved that a letter be drafted and sent to residents who own a local landmark along the proposed bike tour route (their name would not be shared; however, some brief history of the house, site, heritage trees or landscaping might be mentioned or pointed out). Seconded by Commissioner Humphries. Approved 5-0.

- f. Heritage Tree Consideration for Local Landmarks—No action taken at the March meeting, other than that Chair Foerster volunteered to draft the letter to go to owners of “City of Los Altos-Landmarked” properties to ask if they would like particular trees on their property designated as Heritage Trees.

HISTORY MUSEUM REPORT/STAFF REPORT

WRITTEN CORRESPONDENCE

“The Alliance Review, (News from the National Alliance of Preservation Commissions)” was made available for Commissioner review.

OTHER MATTERS/NEW BUSINESS

Future Agenda Items: Recruitment, applications, and interviews for new Commissioners.

Next Meeting: **7 PM MONDAY, April 26, 2004**, Los Altos Community Meeting Chambers, City Hall.

ADJOURNMENT

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